



Minutes of the meeting of Loughton & Great Holm Parish Council held on Monday 16/09/19 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY.

**Councillors present:** Councillors Howe (Chair), Feeney, Bailey, Sargent, Hoyle, Altieri- Douglas (late) and Nayee (late and left early).

**Absent (no apology):** Councillor Nolan

**Staff present:** Bev Field (Parish Clerk)

**Members of the public present:** 9

In the absence of the Chair and Vice-Chair of the Parish Council, the Parish Clerk invited nominations to chair the meeting.

Councillor Hoyle nominated Councillor Howe, which was seconded by Councillor Sargent.

**Resolved:** Councillor Howe was elected as Chair for the meeting.

**FC75/19 Apologies:** Apologies were received and accepted from Councillors Dyer and Todd. Councillor Nolan and Nayee sent apologies that they would be late for the meeting.

**FC76/19 Declarations of interest:** None

**FC77/19 Recognition of Long Service Award:** Former Councillor Andy Dransfield was presented with a plaque to commemorate 42 years of continuous service as a Parish Councillor (from 1977 to 2019), including 21 years as Chair of the Parish Council (from 1987 to 2007). Councillor Howe said it was good to put aside political and personal differences to acknowledge commitment and service to residents. When Mr Dransfield was first elected there were more sheep than people in the Parish, and he has seen it develop and change. Mr Dransfield has served the community as a governor (including as chair) at both schools in Loughton, as a Milton Keynes Councillor as well as other bodies like MK Dons SET, the Fire Authority, Hockey Foundation, Shenley Leisure Trust and Denbigh School governors. Mr Dransfield saw his role as fighting for residents without fear or favour, and worked to achieve the large planters that are on the agenda tonight, as a safety measure against dangerous parking by Loughton School.

Councillor Altieri-Douglas arrived at 7:36pm

Councillor Hoyle said that as a newly elected Councillor, Mr Dransfield was his mentor and would say "Don't tell people what the Council will do, tell the Council what people want". This become his motto and he thanked Mr Dransfield for teaching him so much.

Councillor Sargent said that when he was elected, he got involved with the planning committee. He attended his first presentation at the Development Control Panel, and didn't get anything said that he meant to, in the time allotted. He thanked Mr Dransfield for the help he gave Councillor Sargent; to work on planning issues and to get it right. Mr Dransfield has been a renegade and helped to introduce Councillor Sargent into local politics with the aim of helping people. He gave a big thank you on behalf of the Parish Council.

Mr Dransfield thanked the Parish Council for the award. When he started as a Councillor for Loughton 42 years ago, the area was fields; there were more sheep than people and the Council had 5 members who met in a back room of the Memorial Hall. The planters outside the Loughton School were meant to be small, but arrived enormous! There has been lots of changes and it was a pleasure to serve people. It was good to bring great people on, like Councillor Hoyle. Mr Dransfield's advice is keep party politics out of Parish Council business. A Parish Council only has the power to nag; to get MK Council to do what they should do. The Representation of Peoples Act inspired him to represent the people, not the Council. Mr Dransfield said he is sorry the Parish Clerk is leaving; she is the best Clerk for the Parish in 42 years.

**Item FC92b/19** was brought forward and debated early. It is recorded in agenda item order for clarity.

BT



**FC78/19 Thames Valley Police:** The crime statistics report was given by PCSO Capstick from Thames Valley Police Neighbourhood Policing Team. The report covers Shenley and Loughton Park, and in August there were 10 relevant incidents, it was noted that some damage to a headstone happened in Shenley. A recent burglary in London Rd is still under investigation. A motorbike rider who is driving around without a helmet or lights has been stopped and given a section 59 notice. It is hoped he can be caught again as the behaviour is ongoing and dangerous.

PCSO Capstick requested that the Pavilion car park have a night light, as the CCTV footage is not able to identify registration plate in the dark.

The Clerk confirmed this can go on the next agenda. The Chair thanked PCSO Capstick for attending.

| Offence                     | SCE       | Loughton  | Notes   |
|-----------------------------|-----------|-----------|---|
| Arson                       | 1         |           | Rubbish and leaves believed to be kids            |
| Burglary                    | 1         | 1         |   |
| Attempted Burglary          | 3         |           |   |
| Shed/garage Breaks          | 1         |           |   |
| Criminal Damage to cars     |           |           |   |
| Criminal Damage to Property | 1         | 1         | Window in Crownhill, a tree in Loughton           |
| Dangerous dog               | 1         | 1         | SCE excited puppy not aggressive.                 |
| Drug offences               | 4         |           | Street cautions for cannabis use                  |
| Public Order                | 1         |           | Flasher   |
| Malicious Communications    | 5         |           |   |
| Road traffic Collisions     | 1         |           |   |
| Shoplifting                 | 4         |           |   |
| Sus Circs                   | 1         |           | Male rang doorbell, possibly linked to burglaries |
| Theft from Motor vehicle    | 4         | 2         |   |
| Theft of Bicycle            |           |           |   |
| Theft of property           | 7         | 3         | Mobile Phones, packages left outside.             |
| Theft of Vehicle            | 2         |           |   |
| <b>Total</b>                | <b>35</b> | <b>10</b> |   |

#### FC79/19 Public participation:

- a) **Residents 1&2:** A letter was received and circulated regarding parking outside Loughton School. There is dangerous pavement parking happening and incidents like a clipped pushchair wheel, not being able to pass through on the pavement, parking on the zebra crossing zig-zag lines and being reversed into have happened. This is causing arguments and aggression. Councillor Sargent highlighted the success of bollards at the Two-Mile Ash dentist. Councillor Howe said that legislation is being introduced to ban pavement parking. PCSO Capstick offered to arrange a road safety officer to attend at 3.14pm. Bollards are used outside Oxley Park School with the Police and MK Council in partnership. Councillor Feeney suggested convening a meeting to investigate solutions and PCSO Capstick said that the MKC Safer Communities Partnership provide leaflets for cars that she can ask for, as education is best.

8.00pm Councillor Nayee arrived

- b) **Resident 3:** The resident has made a complaint to the Parish Clerk about a Twitter message "liked" by the Parish Council Twitter account which had political content. If the Parish Council has not resolved a policy approach, these things should not be on Twitter. Councillor Howe responded that he was copied into a response from Councillor Todd stating that the error had been corrected. The Parish Clerk said she was looking into the complaint according to the complaints policy, apologised for the delay and said she will reply this week.
- c) **Resident 4:** The resident works at McColl's shop and staff are getting verbal abuse and complaints about driving, deliveries and parking. The staff have been working with McColl's and DHL about their lorries turning around in the area. However, sometimes relief drivers don't know about the instruction about parking. There was an incident when residents parked in the layby to prevent the delivery lorry parking. Could MK Council be asked to re-mark the bay lines with "drop-off and pick-up bay, for shop users only"



Councillor Feeney suggested the bay notices had a time limit, which PCSO Capstick supported as this would help with enforcement.

**Agreed:** The Parish Clerk will write to MK Council to request enforcement for the parking regulations. In addition, to request timed parking and to copy in all three ward Councillors, and keep the resident updated.

- d) **Resident 5:** The resident works at Madison in Roebuck Way, Knowhill. The company have problems with street traders and the behaviour of their workers and clientele. The trader applying for a renewed licence (see item FC85/19) dumps rubbish into the hedgerow, uses it as a toilet facility, keeps oil cans in the hedge and the gardeners raise these issues regularly. Last year they complained to Kieran Evans from the Licensing Team who visited the site. Promises were made to improve, and some cleaning took place. However, lorry drivers stay for several days and they set up a type of camp with tables and chairs. The resident went to take photos as evidence last week and had an aggressive interaction with the trader.

**Item FC85/19** was brought forward and debated early. It is recorded in agenda item order for clarity.

**FC80/19 Minutes:** The minutes of the meeting held on 15/07/19 were approved and signed as an accurate record.

**FC81/19 Matters arising:** It was agreed to delay investigating solar panels for the Community Centre until September. Some research has been undertaken for the Petworth play park and is described in the Parish Clerk's report in item FC86/19.

**FC82/19 Committee minutes:** The draft minutes from the following committee meetings were received:

- a) Planning Committee held on 02/09/19.
- b) Finance and Staffing Committee held on 09/09/19.

**Noted**

**FC83/19 Neighbourhood Plan Recommendation:** The recommendation of the Planning Committee to budget for a project manager and consultant to support the work of developing a Neighbourhood Plan in 2020/21 was considered.

There is not the available officer time available to undertake such a large project with consultation required to every household and business in the Parish, and some experience and expertise is needed. Once a Plan is in place it needs updating every 2-3 years as a live document. The Housing Strategy Consultation states that MK Council is looking for 26,000 houses to be built and the Plan could cost up to £30,000 to develop. Is this a right sum to spend the precept on? It could be a waste of money and time since the Parish does not have significant building plots to bring forward. During the Badminton Centre consultation, the Parish Council were ignored anyway.

The Clerk advised that the difference is that a technical consultant could be commissioned to do the technical policy writing in the final stages, and a project manager would help from the start with the consultation and development work. A government grant of up to £9,000 can be accessed and it may cost approximately up to another £9,000 over 2-3 years.

Councillor Sargent proposed the recommendation and Councillor Altieri-Douglas seconded the motion.

For: 2      Against: 5

**Resolved:** Not to budget for a project manager or consultant to support the work of developing a Neighbourhood Plan in 2020/21.

**FC84/19 Fire Station development update:** Councillor Sargent reported that he and 3 other Councillors attended a presentation on 05/09/19 by the architect for the Fire Station development. This showed an outline plan for residential use including 18-20 semi-detached houses, with a lot of tandem parking. The Parish Council will be consulted when the planning application is submitted.

**Noted**

**FC85/19 Street Trading Consent Renewal:** Representations to Milton Keynes Council were considered regarding the application to renew the street trading licence for Shenley Kebabs, trading at Roebuck Way, Knowhill ref 134271.

When it was first established, this outlet was the only trader and the buildings were empty. The profile of the estate has changed, and Shenley Kebabs seems out of place with the area. Councillor Sargent undertook a site visit and spoke to the trader about keeping the conditions of the licence, which have been breached. The lorry drivers are unsafe and need a secure compound for their rest days.



**Resolved:** To object to the renewal of the licence on the grounds that the conditions have been breached despite the warnings. Councillor Sargent will attend the licensing hearing to speak on behalf of the Parish Council.

**FC86/19 Parish Clerk:** The report of the Parish Clerk was received. It includes the July report which was deferred.

The Petworth parking has been worked on over the summer recess. The Clerk is trying to set up a meeting, but the relevant Highways officer has been off sick. This has also affected the Obelisk enquiry and the path re-laying at the Pavilion.

Councillor Howe has enquired about re-establishing a cricket square. There were few grants available this year and so the Parish Council would have to fund up to £15,000. This will need to be deferred until next year.

**Noted**

**FC87/19 Finance:** The RFO's income and expenditure report for August 2019 was received.

A bonus payment of £124.90 was received for improved recycling in Great Holm from the Get Sorted! Campaign. EDF have agreed to reimburse £5,450.56 for the electricity at the Pavilion. The second instalment of the precept has been received.

The current bank balances were checked. Councillor Bailey said that the lack of precision in the budgeting in previous years is worrisome, and a deficit will be the result in March 2020.

**FC88/19 Payments:** The payments were authorised.

These included additional invoices for RPL Construction for the retention sum from the GHCC refurbishment which has been certificated by Aitchison and Raffety. The Parish Council agreed in February to purchase a laptop for the Premises Assistant if required, and following consultation with Councillor Todd this was purchased by the Clerk. Lastly, the invoice from PKF Littlejohn for their external audit fee has been included.

**Approved**

**FC89/19 Allotment plot rent:** The rent for the allotment plots for 2019/20 was considered. There are 46 half-plots and 7 full-size plots at Greenhill Close, and 3 full-size equivalent plots at the Jubilee Graveyard site. Rents for residents are currently £22.00 for a full plot (£11.00 for a half-plot) which is doubled for non-residents of the Parish. The rental income does not match expenditure on the sites, as some landscaping work has been undertaken this year and the water rates are paid for by the Parish. The Allotment Representative suggested last year that any increase should be introduced incrementally over 2-3 years.

**Resolved:** Not to increase the rent this year. To undertake a review for next year and give the tenants notice of the review.

**FC90/19 Grant applications and report:** 3 applications and a report were considered as follows:

- a) **Loughton Environmental Group:** Application for a grant of up to £1,000.00 in stages as required, to plant large, flowering crocus bulbs on Childs Way between Loughton and Knowlhill.

**Resolved:** Not to award a grant, to enable time to develop a co-ordinated approach to landscaping, so that the Parish Council commitment to the environment is planned across the whole Parish.

- b) **John Walker:** Application for a resident's grant of £375.00 +VAT to buy crocus bulbs for The Green, Loughton

**Resolved:** Not to award a grant, to enable time to develop a co-ordinated approach to landscaping, so that the Parish Council commitment to the environment is planned across the whole Parish.

- c) **Loughton Scout Group:** Application for £250.00 to re-plant the large planters outside Loughton School, and bulbs alongside the new school fence on Bradwell Rd. This was discussed with the Scout leader months ago, as they are maintaining the planters on behalf of the community.

**Resolved:** To award a grant of £250.00 to replant the large planters outside Loughton School, and bulbs alongside the new school fence on Bradwell Rd. To authorise immediate payment to enable the planting to be undertaken in the appropriate season.

- d) **Scarecrow Trail report 2019:** A report was received from the Scarecrow Trail organiser with the accounts, as requested by the Parish Council when the grant was awarded. The event was busy, popular, successful and raised a lot of money. There is excellent granularity in the accounts provided and the grant money was well spent on this community-wide event.



The Scarecrow Trail is based in Loughton, but people from Great Holm enjoy the event. There is an event in Great Holm each summer called "Picnic on the Green" which is also supported by the Parish Council.

**Resolved:** To write and thank the organiser for the event and the report on behalf of the Parish Council.

**FC91/19 Paperless meetings:** Options to support and facilitate paperless meetings were considered.

- a) **Resolved:** The Chromebook that is not required by the Premises Assistant will now be available for members to use by request to the Parish Clerk.
- b) **Resolved:** Councillors Nayee and Feeney will investigate solutions for installing Wi-Fi in the Great Community Centre, that satisfy the data protection and security concerns of the Great Holm Pre-School. The Parish Clerk will arrange a meeting for this purpose.

**FC92/19 Reports from members:**

- a) Councillor Bailey attended a MKALC meeting in July. There was a discussion on costs for childcare for Councillors.  
Councillor Sargent attended a meeting for the New University which will be sited between Sainsburys and Argos. They need to raise £400million and it will take 2-3 years to build. He raised concern about the impact on Loughton, the controlled parking zone and on-street parking and was informed that commuter-students will be encouraged.

Councillor Nayee left at 9.40pm

Councillor Hoyle attended a meeting of the Shenley Leisure Club trustees. Expanding the club with financial discussions was under consideration.

- b) Ward Councillor Amanda Marlow reported that at Milton Keynes Council she supported a motion for extra funding for blue parking badges to be made available for hidden disabilities. The scheme was launched on 31/08/19 and received 40 applications in the first hour. She also works on ward issues relating to pot-holes, missed waste collection and parking issues. Councillor Sargent asked if Councillor Marlow could help with an objection to a licensing application and was signposted to Kieron Evans from the Licensing Team.

**FC93/19 MKPA report:** The Easter report and attendance figures for the summer holidays from Milton Keynes Play Association were received. This year, 19 open access sessions have been funded at a cost of £6,270.00 and were popular.

**Noted**

**FC94/19 Get Sorted! Recycling campaign:** The Get Sorted! report and bonus payment of £124.90 for improved recycling in Great Holm were received. The scheme involved promoting recycling with leaflets, on social media, discussion at the drop-in, a stall at the "Picnic on the Green" event and educational tours of the recycling facility that some Councillors and the Parish Clerk attended.

**Noted**

**FC95/19 Meeting venues:** Consideration was given to holding some Council meetings at the Pavilion in Loughton, now that the Pavilion has re-opened. Meeting in both parts of the Parish is important, but it is also good to give the Grumpy Cook business time to establish itself.

**Resolved:** To hold all Council meetings at the Community Centre, Great Holm until April 2020, and consider alternating the venues at the Annual Council in May 2020.

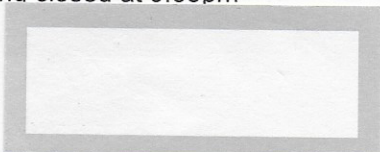
**FC96/19 Millennium Meadow vandalism:** This item was withdrawn by Councillor Nolan as she has had some positive contact with Sainsburys. Councillor Sargent will contact her to discuss the issue.

**FC97/19 Items for the next agenda:** To investigate installing a night light for the Pavilion car park.

**Date and time of Next Meeting:** Monday 21/10/19 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY

The meeting closed at 9.55pm

Signed:



Date: 21.10.19